

## **Minutes of the Human Resources Committee**

**Tuesday, May 21, 2013**

Chair Paulson called the meeting to order at 1:00 p.m.

**Present:** Supervisors Duane Paulson, Pauline Jaske, Mike Crowley, Dan Draeger, and Jennifer Grant.

**Absent:** Kathleen Cummings and Jim Jeskewitz.

**Also Present:** Chief of Staff Mark Mader, Labor Relations Manager Jim Richter, Risk/Purchasing Manager Laura Stauffer, Administration Director Norm Cummings, Training Coordinator Deb Kneser, Employee Benefits Administrator Pete Hans, Principal Buyer Cindy Greco, The *Freeman* Reporter Darryl Enriquez, and Clerk of Circuit Courts Kathy Madden. Recorded by Mary Pedersen, County Board Office.

### **Approve Minutes of 3-19-13**

MOTION: Crowley moved, second by Draeger to approve the minutes of March 19. Motion carried 5-0.

### **Chair's Executive Committee Report of 5-20-13**

Paulson highlighted the following items discussed at the last Executive Committee meeting.

- Heard a presentation on the Emergency Management operations audit. The two issues (out of 64 examined) that need addressing are to better track equipment throughout the county and have a better tracking system to record costs and federal reimbursement in the event of an emergency.
- Approved five appointments, and Ordinance 168-O-017 to amend the County Code as it pertains to County investments.
- The Executive Committee meeting date will likely be changed to the third Friday of each month to accommodate Supervisor Dave Swan who has been asked to serve as vice president of the Wisconsin County Highway Association (WCHA) Board of Directors.

### **Schedule Next Meeting Date**

- Tuesday, June 18 (regular meeting; to be determined)
- Wednesday, June 19 (8:30 a.m. joint meeting with Finance and Executive committees).

### **Update to Transitional Modified Duty Policy**

Richter said the Transitional Modified Duty Policy, implemented last June, sets a 90-day threshold as to how long employees can be on light or modified duty following either a work related or non-work related injury. During the last year, staff have found that these employees typically do not move beyond 120 days but do continue working over 90. Staff are recommending that the policy be modified to go from 90 calendar days to 120 calendar days.

MOTION: Crowley moved, second by Draeger to approve the recommended change to the Transitional Modified Duty Policy. Motion carried 5-0.

MOTION: Jaske moved, second by Draeger to adjourn at 1:10 p.m. Motion carried 5-0.

Respectfully submitted,

Pauline T. Jaske  
Secretary